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Proposed programme budget for the biennium 1998-1999*

Part VI Human rights and humanitarian affairs

Section 25
Humanitarian assistance
(Programme 20 of the medium-term plan for the period 1998-2001)

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* The present document contains section 25 of the proposed programme budget for the biennium 1998-1999. The complete proposed programme budget will subsequently be issued in final printed form as *Official Records of the General Assembly, Fifty-second Session, Supplement No. 6* (A/52/6/Rev.1).

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Section 25
Humanitarian assistance
(Programme 20 of the medium-term plan for the period 1998-2001)

Overview

25.1 The Department of Humanitarian Affairs is responsible for implementing the work programme under this section.

25.2 The authority and role of the Department in the coordination of humanitarian assistance derives primarily from General Assembly resolution 46/182 of 19 December 1991, in which the Assembly reconfirmed and further reinforced earlier decisions adopted by it and by the Economic and Social Council concerning disaster relief and mitigation, most notably Assembly resolutions 2816 (XXVI) of 14 December 1971, which established UNDRO, and 44/236 of 22 December 1989, by which it proclaimed the International Decade for Natural Disaster Reduction.

25.3 The programme of activities for the biennium 1998-1999 has been formulated pursuant to those and subsequent resolutions and decisions of the General Assembly and the Economic and Social Council. It is consistent with programme 20, Humanitarian assistance, of the medium-term plan for the period 1998-2001 (A/51/6/Rev.1 and Rev.1/Corr.1) adopted by the General Assembly by its resolution 51/219 of 18 December 1996.

25.4 In addition, the Department has been entrusted with overall responsibility for the implementation of the humanitarian aspects of Security Council resolution 986 (1995) of 14 April 1995, which falls within the general context of programme 20 of the medium-term plan, in particular its subprogramme 2, Complex emergencies.

25.5 The overall orientation of the activities under this section is to ensure the timely, coherent and coordinated response of the international community to disasters and emergencies; to promote prevention, preparedness and mitigation measures aimed at the reduction of vulnerability of those affected by such events; and to facilitate the elaboration of policies to guide the work of the humanitarian community and the smooth transition from emergency relief to rehabilitation and development.

25.6 In the biennium 1998-1999, the Department of Humanitarian Affairs will focus on further strengthening the emergency response and operations of the international community. The Department will promote preparedness and early warning measures with regard to natural and technological disasters and humanitarian emergencies. On the basis of lessons learned from evaluations of past humanitarian operations, it will ensure the coherent and efficient response to emergencies through timely consultations with its humanitarian partners; effective contingency planning; and enhanced field coordination of humanitarian assistance. Emphasis will be given to strengthening the mechanisms available to support its coordination mandate, including the leadership of the Inter-Agency Standing Committee, management of the Central Emergency Revolving Fund and responsibility for the consolidated appeals process. Measures will be taken to ensure that results achieved by the International Decade for Natural Disaster Reduction are consolidated in the implementation of mitigation programmes. The Department will continue to develop and refine system-wide policies on key humanitarian issues, including linkages between relief and development, as well as to advocate humanitarian norms and principles. Emphasis will also be given to accelerating and improving the coordination of United Nations mine-clearance programmes and to ensuring the effective implementation of the humanitarian programme in Iraq, including the equitable distribution

of humanitarian supplies to all segments of the Iraqi population as called for in Security Council resolution 986 (1995).

25.7 In the light of the experience of the Department in discharging its mandates and given the increase in demand for its services, the proposed programme budget does not include any proposals for activities to be terminated in the biennium. Mandated activities will be undertaken by the use of both regular budget and extrabudgetary resources. The General Assembly has recognized the constraints imposed on the Department's operations by the extrabudgetary funding. However, given the nature of some specific activities under this section the funding of which is derived from specific mandates adopted by the General Assembly, the Security Council and the Economic and Social Council, the emphasis on extrabudgetary funding of the humanitarian assistance, in particular of its operational component, will continue through the biennium 1998-1999. In this context the regular budget resources will be concentrated primarily towards support of the coordinating function of the Department. They will also be used for the provision of services to the United Nations policy-making organs. In the biennium 1998-1999 the regular budget component would comprise 9.8 per cent of the total resources for the Department.

25.8 The overall level of regular budget resources proposed for the Department would amount to $21,885,000 (at 1996-1997 rates), reflecting a resource growth of $2,929,500, or 15.4 per cent as compared with the appropriation for the 1996-1997. The distribution of the proposed resource reflects the reorganization of the Department carried out on the basis of the findings of the management review undertaken in 1996. As a result of the reorganization, the resources of the Department would be concentrated under programme of work. Furthermore, the Department's activities of a coordinating nature in the area of complex emergencies would be strengthened. To that effect four additional posts at the P-5 level are proposed to be established under the regular budget. The corresponding increase in dollar terms would be offset in part by the abolition of four General Service posts.

25.9 The estimated percentage distribution of the total resources of the programme in 1998-1999 would be as follows:

		Regular budget	*Extra-budgetary*
		(percentage)	
A.	Executive direction and management	11.7	0.8
B.	Programme of work	68.0	96.3
C.	Programme support	20.3	2.9
	Total	**100.0**	**100.0**

25.1 The distribution of these resources by component and by object of expenditure and the staffing requirements are described in tables 25.1 to 25.3.

Table 25.1 Summary of requirements by component
(Thousands of United States dollars)

(1) *Regular budget*

Component		*1994-1995 expenditures*	*1996-1997 appropriations*	*Resource growth*		*Total before recosting*	*Recosting*	*1998-1999 estimates*
				Amount	*Percentage*			
A.	Executive direction and management	2 892.3	2 907.1	(400.8)	(13.7)	2 506.3	102.4	2 608.7
B.	Programme of work	12 144.9	11 641.1	3 281.2	28.1	14 922.3	218.2	15 140.5
C.	Programme support	2 857.7	4 407.3	49.1	1.1	4 456.4	48.6	4 505.0
	Total	**17 894.9**	**18 955.5**	**2 929.5**	**15.4**	**21 885.0**	**369.2**	**22 254.2**

(2) *Extrabudgetary resources*

1994-1995 expenditures	*1996-1997 estimates*	*Source of funds*	*1998-1999 estimates*
		(a) Services in support of:	
—	—	(i) United Nations organizations	—
		(ii) Extrabudgetary activities	
		Special Account for Programme Support Costs of the Department	
4 122.5	8 701.8	of Humanitarian Affairs	10 853.5
		(b) Substantive activities	
1 214.0	925.7	African Emergency Trust Fund	650.1
4 781.6	5 223.6	Afghanistan Emergency Trust Fund	5 690.0
710.6	858.5	Kampuchean Emergency Trust Fund	861.0
		Emergency Trust Fund for	
4 675.4	5 099.8	Humanitarian Assistance for Iraq	—
		Trust Fund for the United Nations	
21 617.3	15 683.0	Guard Contingent in Iraq	15 683.0
		Sasakawa Disaster Prevention Award	
59.5	118.0	Endowment Fund	52.0
—	165.0	Trust Fund for Chernobyl	734.0
5 472.0	4 334.5	Trust Fund for Disaster Relief Assistance	4 392.0
		Trust Fund for the International Decade	
4 151.7	7 463.9	for Natural Disaster Reduction	10 948.6
6 657.6	100.0	Trust Fund for Rwanda	—
		Trust Fund for Strengthening the Office	
3 186.6	11 062.3	of the Emergency Relief Coordinator	12 398.2
		Voluntary Trust Fund for Assistance in	
1 241.2	30 780.0	Mine Clearance	29 141.9
		(c) Operational projects	
31 259.5	34 792.2	Afghanistan Emergency Trust Fund	34 792.2
		Trust Fund for Technical Cooperation	
		Activities of the Department of	
4 906.7	9 209.0	Humanitarian Affairs	12 440.8
56 620.2	55 672.0	Trust Fund for Disaster Relief Assistance	65 800.8
150 676.4	**190 189.3**	**Total**	**204 438.1**
168 571.3	**209 144.8**	**Total (1) and (2)**	**226 692.3**

Table 25.2 Summary by object of expenditure

(Thousands of United States dollars)

(1) *Regular budget*

Object of expenditure	*1994-1995 expenditures*	*1996-1997 appropriations*	*Resource growth*		*Total before recosting*	*Recosting*	*1998-1999 estimates*
			Amount	*Percentage*			
Posts	13 700.0	14 058.1	2 397.4	17.0	16 455.5	297.9	16 753.4
Other staff costs	469.6	625.0	(155.0)	(24.8)	470.0	10.6	480.6
Consultants and experts	282.6	243.2	—	—	243.2	6.7	249.9
Travel	1 016.9	1 215.6	(115.5)	(9.5)	1 100.1	35.2	1 135.3
Contractual services	133.3	447.9	(200.0)	(44.6)	247.9	3.6	251.5
General operating expenses	646.5	748.2	—	—	748.2	16.0	764.2
Hospitality	—	11.3	(0.2)	(1.7)	11.1	0.1	11.2
Supplies and materials	70.3	92.8	—	—	92.8	2.8	95.6
Furniture and equipment	420.8	313.4	(63.6)	(20.2)	249.8	2.2	252.0
Grants and contributions	1 154.9	1 200.0	1 066.4	88.8	2 266.4	(5.9)	2 260.5
Total	**17 894.9**	**18 955.5**	**2 929.5**	**15.4**	**21 885.0**	**369.2**	**22 254.2**

(2) *Extrabudgetary resources*

1994-1995 expenditures	*1996-1997 estimates*	*Object of expenditure*	*1998-1999 estimates*
34 557.1	38 514.7	Posts	44 716.0
11 832.8	30 379.9	Other staff costs	26 366.3
15 339.1	22 346.0	Consultants and experts	22 633.8
7 638.9	8 686.6	Travel	9 344.9
2 401.2	4 559.2	Contractual services	5 236.7
17 023.2	18 619.0	General operating expenses	18 103.0
3 325.0	6 571.1	Supplies and materials	6 398.1
3 908.6	5 990.4	Furniture and equipment	5 696.5
41.6	—	Alteration and improvement of premises	900.0
52 760.6	50 165.3	Grants and contributions	61 695.0
1 848.3	4 357.1	Other	3 347.8
150 676.4	**190 189.3**		**204 438.1**
168 571.3	**209 144.8**		**226 692.3**

Table 25.3 Post requirements[a]

Organizational unit: Department of Humanitarian Affairs

	Established posts		*Temporary posts*					
	Regular budget		*Regular budget*		*Extrabudgetary resources*		*Total*	
	1996-1997	*1998-1999*	*1996-1997*	*1998-1999*	*1996-1997*	*1998-1999*	*1996-1997*	*1998-1999*
Professional category and above								
USG	1	1	—	—	—	—	1	1
D-2	4	4	—	—	2	2	6	6
D-1	5	5	—	—	4	2	9	7
P-5	10	14	—	—	28	23	38	37
P-4/3	19	19	—	—	64	61	83	80
P-2/1	6	6	—	—	26	21	32	26
Total	**45**	**49**	**—**	**—**	**124**	**109**	**169**	**158**
General Service category								
Principal level	3	3	—	—	—	1	3	4
Other levels	27	23	—	—	110	94	137	117
Total	**30**	**26**	**—**	**—**	**110**	**95**	**140**	**121**
Other categories								
Security Service	—	—	—	—	3	3	3	3
Local level	—	—	—	—	53	46	53	46
Field Service	—	—	—	—	2	2	2	2
Total	**—**	**—**	**—**	**—**	**58**	**51**	**58**	**51**
Grand total	**75**	**75**	**—**	**—**	**292[b]**	**255[c]**	**367**	**330**

[a] In addition, 12 gratis personnel on non-reimbursable loan have been contributed at the following levels for the biennium 1996-1997: 3 at the P-5 and 9 at the P-4/3 levels. It is anticipated that in the biennium 1998-1999, 10 gratis personnel will be contributed at the following levels: 3 at the P-5 and 7 at the P-4/3 levels. Moreover, 57 personnel serve as members of United Nations disaster assessment and coordination teams in the field to address disasters/humanitarian emergencies. They have a stand-by status and are deployed on location as required.

[b] Includes 43 posts in support of extrabudgetary substantive and administrative structures (2 P-5, 9 P-4/3, 2 P-2/1 and 30 General Service (Other level)).

[c] Includes 45 posts in support of extrabudgetary substantive and administrative structures (2 P-5, 8 P-4/3, 3 P-2/1 and 32 General Service (Other level)).

A. Executive direction and management

Table 25.4 **Summary by object of expenditure**
(Thousands of United States dollars)

(1) *Regular budget*

Object of expenditure	*1994-1995 expenditures*	*1996-1997 appropriations*	*Resource growth*		*Total before recosting*	*Recosting*	*1998-1999 estimates*
			Amount	*Percentage*			
Posts	2 654.6	2 578.7	(390.8)	(15.1)	2 187.9	89.8	2 277.7
Travel	237.7	328.4	(10.0)	(3.0)	318.4	12.6	331.0
Total	**2 892.3**	**2 907.1**	**(400.8)**	**(13.7)**	**2 506.3**	**102.4**	**2 608.7**

(2) *Extrabudgetary resources*

1994-1995 expenditures	*1996-1997 estimates*	*Source of funds*	*1998-1999 estimates*
		(a) Services in support of:	
—	—	(i) United Nations organizations	—
		(ii) Extrabudgetary activities	
		Special Account for Programme Support Costs of the Department	
—	276.3	of Humanitarian Affairs	552.6
		(b) Substantive activities	
1 496.8	1 247.0	Trust Fund for Disaster Relief Assistance	993.6
		Trust Fund for Strengthening the Office of the Emergency Relief	
—	825.6	Coordinator	182.0
—	—	(c) Operational projects	—
1 496.8	**2 348.9**	**Total**	**1 728.2**
4 389.1	**5 256.0**	**Total (1) and (2)**	**4 336.9**

Table 25.5 **Post requirements**

Organizational unit: Office of the Emergency Relief Coordinator

	Established posts		*Temporary posts*					
	Regular budget		*Regular budget*		*Extrabudgetary resources*		*Total*	
	1996-1997	*1998-1999*	*1996-1997*	*1998-1999*	*1996-1997*	*1998-1999*	*1996-1997*	*1998-1999*
Professional category and above								
USG	1	1	—	—	—	—	1	1
D-2	2	2	—	—	—	—	2	2
D-1	2	—	—	—	—	—	2	—
P-5	1	1	—	—	—	—	1	1
P-4/3	1	1	—	—	4	3	5	4
P-2/1	—	—	—	—	2	2	2	2
Total	**7**	**5**	**—**	**—**	**6**	**5**	**13**	**10**
General Service category								
Other levels	6	6	—	—	4	3	10	9
Total	**6**	**6**	**—**	**—**	**4**	**3**	**10**	**9**
Grand total	**13**	**11**	**—**	**—**	**10[a]**	**8[a]**	**23**	**19**

[a] Includes four posts in support of extrabudgetary substantive structures (two P-3 and two General Service (Other level)).

25.11 The Emergency Relief Coordinator/Under-Secretary-General for Humanitarian Affairs provides overall direction, management and policy guidance to the Department through its offices in New York and Geneva, as well as in the field. He provides leadership in the coordination of the overall response of the international community, in particular of the United Nations system, to disasters and emergencies and in the promotion and application of disaster prevention, preparedness and mitigation; chairs and oversees the work of the Inter-Agency Standing Committee and implementation of its policy decisions; directs the development of policy recommendations and strategies relating to the coordination and delivery of humanitarian assistance, with the aim of ensuring a timely and coherent response to both natural disasters and complex emergencies; manages the Central Emergency Revolving Fund; undertakes humanitarian diplomacy, including the facilitation of access to emergency areas for rapid delivery of humanitarian assistance, and consults with Governments of affected countries, the donor community and major policy makers in the international community on issues related to the provision of emergency humanitarian assistance; and mobilizes resources and support for the United Nations system's emergency programmes, including promotion of a better public understanding of the complexities and scope of emergency relief programmes. The Coordinator also serves as the advocate for humanitarian principles, ensuring humanitarian imperatives in conflict situations; participates in the planning of peacekeeping operations when the mandates for such operations contain a humanitarian component; and collaborates closely with the Department of Political Affairs and the Department of Peacekeeping Operations in the planning and coordination of United Nations activities in crisis situations. He chairs the Secretary-General's Executive Committee on Humanitarian Assistance, comprising the executive heads of the operational agencies of the United Nations system and the heads of the Departments of Political Affairs and Peacekeeping Operations, and presides over the Committee's monthly meetings on policy issues in the field of emergency humanitarian assistance.

25.12 The Coordinator is supported by offices in New York and Geneva, each headed by Directors. The Office of the Under-Secretary-General in New York assists him in the management of the Department as a whole, ensuring integrated complementarity of activities and close cooperation between the two offices. Reflecting the subprogramme structure, the New York Office has the Policy Analysis Division and the Complex Emergency Division, implementing subprogrammes 1 and 2, respectively; and the Advocacy and External

Relations Unit, which is responsible for certain elements of subprogramme 5. The Geneva Office has four substantive components, namely, the Disaster Reduction Division, the Relief Coordination Branch and the Information Management and External Relations Branch, implementing subprogrammes 3, 4 and 5 (partly), respectively; and the Inter-Agency Support Branch, supporting some activities under subprogrammes 1 and 2.

25.13 The Director of the New York Office assists the Under-Secretary-General in the overall direction, supervision and management of the New York Office. He advises him on policy and strategies regarding the coordination of emergency humanitarian programmes and on policy implications of new requirements emanating from the substantive activities of the New York Office. He interacts with Member States, representatives of the donor community, intergovernmental and non-governmental organizations, operational agencies active in the field of emergency humanitarian assistance and relevant departments of the Secretariat. He represents the Coordinator in the meetings of United Nations bodies, organizations and conferences. Within the Department, the Director is responsible for providing support to the deliberation of intergovernmental bodies, maintains substantive relations with the legislative organs of the United Nations and oversees the Department's outreach programme to non-governmental organizations.

25.14 The Director of the Geneva Office assists the Under-Secretary-General in the overall direction, supervision and management of the Geneva Office. He coordinates the substantive work programme of the Geneva Office in the areas of disaster prevention, preparedness, mitigation and reduction, relief coordination, information management and external relations, as well as support for complex emergencies, and advises the Coordinator on policy implications of new requirements stemming from the substantive activities of the Geneva Office. The Director works closely with the international humanitarian organizations and community in Europe to maintain close interaction on emergencies. He maintains close contact with Member States in Geneva, the donor community, intergovernmental and non-governmental organizations and operational agencies active in the field of emergency humanitarian assistance, and convenes inter-agency meetings on issues of common interest, proposing actions for the consideration by the Coordinator. He represents the Coordinator in the meetings of United Nations bodies, organizations and conferences and heads high-level missions on behalf of the Coordinator on matters relative to the provision of humanitarian assistance. The Director supervises the provision of support to the Inter-Agency Standing Committee and its subsidiary bodies and serves as the Chairman of the Working Group of the Standing Committee.

Resource requirements (at current rates)

Posts

25.15 The estimated requirements of $2,187,900, reflecting negative resource growth of $390,800, would provide for continuation of four posts in the Professional category and above in the New York Office of the Department (one USG, one D-2, one P-5 and one P-3 post), one D-2 post in the Geneva Office and six General Service posts (five in New York and one in Geneva). As a result of the reorganization of the management functions of the Department, two D-1 posts (one in New York and one in Geneva) are to be redeployed from executive direction and management to the programme of activities. The negative resource growth represents the combined effect of application of the new standardized vacancy rates and reductions resulting from the redeployment of the two D-1 posts.

Travel

25.16 The estimated requirements of $318,400, involving a decrease of $10,000, relate to travel of the Coordinator and his immediate staff of the New York and Geneva Offices for negotiations and consultations with Governments of affected countries and consultations with donor Governments and major policy makers in the international community for the purpose of mobilizing support; pledging conferences and donor meetings for complex emergencies; meetings of the Economic and Social Council, the Administrative Committee on Coordination, the Inter-Agency Standing Committee and other appropriate legislative and operational bodies on issues of emergency humanitarian assistance; and meetings, seminars

and conferences sponsored by non-governmental organizations, humanitarian organizations and other professional and academic groups.

B. Programme of work

Table 25.6 **Summary of requirements by subprogramme**
(Thousands of United States dollars)

(1) *Regular budget*

Subprogramme		1994-1995 expenditures	1996-1997 appropriations	Resource growth		Total before recosting	Recosting	1998-1999 estimates
				Amount	Percentage			
1.	Policy and analysis	—	1 300.1	(69.2)	(5.3)	1 230.9	77.6	1 308.5
2.	Complex emergencies	—	3 268.6	1 859.8	56.8	5 128.4	240.3	5 368.7
3.	Natural disaster reduction	—	1 845.7	581.8	31.5	2 427.5	(43.2)	2 384.3
4.	Disaster relief	—	2 830.9	624.6	22.0	3 455.5	(39.7)	3 415.8
5.	Humanitarian emergency information	—	2 395.8	284.2	11.8	2 680.0	(16.8)	2 663.2
	Total	**12 144.9**	**11 641.1**	**3 281.2**	**28.1**	**14 922.3**	**218.2**	**15 140.5**

(2) *Extrabudgetary resources*

1994-1995 expenditures	*1996-1997 estimates*	*Source of funds*	*1998-1999 estimates*
		(a) Services in support of:	
—	—	(i) United Nations organizations	—
		(ii) Extrabudgetary activities	
		Special Account for Programme Support Costs of the Department	
407.2	4 569.7	of Humanitarian Affairs	5 055.6
		(b) Substantive activities	
1 214.0	925.7	African Emergency Trust Fund	650.1
4 781.6	5 223.6	Afghanistan Emergency Trust Fund	5 690.0
710.6	858.5	Kampuchean Emergency Trust Fund	861.0
		Emergency Trust Fund for	
4 675.4	5 099.8	Humanitarian Assistance for Iraq	—
		Trust Fund for the United Nations	
21 617.3	15 683.0	Guard Contingent in Iraq	15 683.0
		Sasakawa Disaster Prevention Award	
59.5	118.0	Endowment Fund	52.0
—	165.0	Trust Fund for Chernobyl	734.0
3 975.2	3 087.5	Trust Fund for Disaster Relief Assistance	3 398.4
		Trust Fund for the International Decade	
4 151.7	7 463.9	for Natural Disaster Reduction	10 948.6
6 657.6	100.0	Trust Fund for Rwanda	—
		Trust Fund for Strengthening the Office	
609.5	9 227.8	of the Emergency Relief Coordinator	11 533.0
		Voluntary Trust Fund for Assistance in	
1 241.2	30 780.0	Mine Clearance	29 141.9
		(c) Operational projects	
31 259.5	34 792.2	Afghanistan Emergency Trust Fund	34 792.2
		Trust Fund for Technical Cooperation	
		Activities of the Department of	
4 906.7	9 209.0	Humanitarian Affairs	12 440.8
56 620.2	55 672.0	Trust Fund for Disaster Relief Assistance	65 800.8
142 887.2	**182 975.7**	**Total**	**196 781.4**
155 032.1	**194 616.8**	**Total (1) and (2)**	**211 921.9**

Table 25.7 **Post requirements**[a]

Programme: Humanitarian assistance

	Established posts		*Temporary posts*					
	Regular budget		*Regular budget*		*Extrabudgetary resources*		*Total*	
	1996-1997	*1998-1999*	*1996-1997*	*1998-1999*	*1996-1997*	*1998-1999*	*1996-1997*	*1998-1999*
Professional category and above								
D-2	2	2	—	—	2	2	4	4
D-1	3	5	—	—	4	2	7	7
P-5	8	12	—	—	27	22	35	34
P-4/3	15	17	—	—	53	52	68	69
P-2/1	5	5	—	—	21	17	26	22
Total	**33**	**41**	**—**	**—**	**107**	**95**	**140**	**136**
General Service category								
Principal level	2	2	—	—	—	1	2	3
Other levels	15	12	—	—	98	78	113	90
Total	**17**	**14**	**—**	**—**	**98**	**79**	**115**	**93**
Other categories								
Security Service	—	—	—	—	3	3	3	3
Local level	—	—	—	—	53	46	53	46
Field Service	—	—	—	—	2	2	2	2
Total	**—**	**—**	**—**	**—**	**58**	**51**	**58**	**51**
Grand total	**50**	**55**	**—**	**—**	**263**[b]	**225**[c]	**313**	**280**

[a] In addition, 12 gratis personnel on non-reimbursable loan have been contributed at the following levels for the biennium 1996-1997: 3 at the P-5 and 9 at the P-4/3 levels. It is anticipated that in the biennium 1998-1999 gratis personnel will be contributed at the following levels: 3 at the P-5 and 7 at the P-4/3 levels. Moreover, 57 personnel serve as members of the United Nations disaster assessment and coordination teams in the field to address disaster/humanitarian emergencies. They have a stand-by status and are deployed on location as required.

[b] Includes 24 posts in support of extrabudgetary substantive structures (1 P-5, 2 P-3, 1 P-2/1 and 20 General Service (Other level)).

[c] Includes 26 posts in support of extrabudgetary substantive structures (1 P-5, 2 P-3, 1 P-2/1 and 22 General Service (Other level)).

25.17 Within the programme of work, the approximate percentage of distribution of resources among subprogrammes would be as follows:

	Regular budget	*Extra-budgetary*
	(percentage)	
Subprogramme 1. Policy and analysis	8.6	16.0
Subprogramme 2. Complex emergencies	35.5	47.9
Subprogramme 3. Natural disaster reduction	15.7	9.1
Subprogramme 4. Disaster relief	22.6	24.5
Subprogramme 5. Humanitarian emergency information	17.6	2.5
Total	**100.0**	**100.0**

Subprogramme 1
Policy and analysis

Table 25.8 **Summary by object of expenditure**
(Thousands of United States dollars)

(1) *Regular budget*

Object of expenditure	*1994-1995 expenditures*	*1996-1997 appropriations*	*Resource growth*		*Total before recosting*	*Recosting*	*1998-1999 estimates*
			Amount	*Percentage*			
Posts	—	1 060.5	(71.9)	(6.7)	988.6	63.1	1 051.7
Consultants and experts	—	120.3	—	—	120.3	7.2	127.5
Travel	—	119.3	2.7	2.2	122.0	7.3	129.3
Total	**—**	**1 300.1**	**(69.2)**	**(5.3)**	**1 230.9**	**77.6**	**1 308.5**

(2) *Extrabudgetary resources*

1994-1995 expenditures	*1996-1997 estimates*	*Source of funds*	*1998-1999 estimates*
		(a) Services in support of:	
—	—	(i) United Nations organizations	—
		(ii) Extrabudgetary activities	
		Special Account for Programme Support Costs of the Department	
—	—	of Humanitarian Affairs	—
		(b) Substantive activities	
		Trust Fund for Strengthening the Office of the Emergency Relief	
—	1 857.0	Coordinator	2 364.9
		Voluntary Trust Fund for Assistance	
1 241.2	30 780.0	in Mine Clearance	29 141.9
—	—	(c) Operational projects	—
1 241.2	**32 637.0**	**Total**	**31 506.8**
1 241.2	**33 937.1**	**Total (1) and (2)**	**32 815.3**

Table 25.9 **Post requirements**[a]

Subprogramme 1. Policy and analysis

	Established posts		*Temporary posts*					
	Regular budget		*Regular budget*		*Extrabudgetary resources*		*Total*	
	1996-1997	*1998-1999*	*1996-1997*	*1998-1999*	*1996-1997*	*1998-1999*	*1996-1997*	*1998-1999*
Professional category and above								
D-2	1	1	—	—	—	—	1	1
P-5	1	1	—	—	3	3	4	4
P-4/3	1	1	—	—	7	7	8	8
P-2/1	—	—	—	—	4	5	4	5
Total	**3**	**3**	**—**	**—**	**14**	**15**	**17**	**18**
General Service category								
Principal level	—	—	—	—	—	1	—	1
Other levels	3	2	—	—	7	7	10	9
Total	**3**	**2**	**—**	**—**	**7**	**8**	**10**	**10**
Grand total	**6**	**5**	**—**	**—**	**21**	**23**	**27**	**28**

[a] In addition, three gratis personnel on non-reimbursable loan have been contributed at the following levels for the biennium 1996-1997: one staff member at the P-5 and two at the P-4/3 levels. It is anticipated that in the biennium 1998-1999 the same number and grade of gratis personnel will be contributed.

25.18 The subprogramme will be implemented by the Policy and Analysis Division supported by the Inter-Agency Support Branch of the Geneva Office.

25.19 During the biennium, the subprogramme will focus on key policy issues that are essential for improving the implementation of emergency assistance. Those policy issues will encompass access to and protection of victims of conflict; strengthening of the capacity of the United Nations system to respond to the special needs of internally displaced persons; the humanitarian interface with peace-keeping operations; linkages and problems stemming from transition from relief to rehabilitation and development; the provision of increasingly accurate early warning information; the preparation and updating of appropriate standards and procedures for mine-action programmes; monitoring and promoting the development of new technologies for mine detection and clearance activities; and the continued advocacy and pursuit of a comprehensive ban on the production, export and use of landmines.

25.20 The Division will also provide substantive services to the Inter-Agency Standing Committee and its Working Group on policy aspects of coordination of the humanitarian assistance during the biennium and will ensure follow-up to the capacity review mandated by the Economic and Social Council in its resolution 1995/56. It will be responsible for the preparation of the Department's reports to the General Assembly and Economic and Social Council on the strengthening of the coordination of humanitarian assistance of the United Nations system, assistance in mine clearance; and ways of strengthening the participation of volunteers ("White Helmets") in humanitarian operations. Finally, the Division will continue to publish, in accordance with its programme of work, its lessons learned and other studies, the *Landmines Newsletter* and other related advocacy materials.

Activities

25.21 During the biennium the following activities will be undertaken:

(a) *Servicing of intergovernmental/expert bodies (RB/XB)*

(i) Substantive servicing of meetings. Two meetings of the General Assembly; 4 meetings of the Economic and Social Council; a number of meetings of the Security Council; approximately 20 meetings of the Humanitarian Liaison Working Group; and informal briefings of Member States (as required);

(ii) Parliamentary documentation

a. General Assembly. Annual reports on the strengthening of the coordination of humanitarian assistance of the United Nations; assistance in mine clearance; and the White Helmets initiative;

b. Economic and Social Council. Annual reports on the strengthening of the coordination of humanitarian assistance of the United Nations, including the follow-up to the capacity review mandated by the Economic and Social Council in its resolution 1995/56; and the White Helmets initiative;

c. Security Council. Background papers and briefing notes on specific country humanitarian assistance issues (as required); and inputs to the reports of the Secretary-General to the Security Council (as required);

d. Inter-Agency Standing Committee, its Working Group and Subgroups. Approximately 40 reports/notes on specific humanitarian situations; and approximately 24 position papers and thematic briefing notes on key humanitarian issues;

e. Humanitarian Liaison Working Group. Approximately 10 reports and notes on key humanitarian policies and issues;

(iii) Other services provided. Substantive and technical support to the Inter-Agency Standing Committee its Working Group and its Subgroups (36 meetings in total); and informal briefings of members of the Standing Committee (as required);

(b) *Other substantive activities (RB/XB)*

(i) Studies and other activities in the context of promotion/implementation of humanitarian mandates

a. Linkages between relief and development. One study per year exploring linkages between emergency humanitarian assistance activities and longer-term development assistance within the context of the continuation from relief to development; and various associated background papers (for use by Member States and relevant agencies of the United Nations system);

b. Internally displaced persons. Approximately 10 policy papers reviewing practices and policies that will strengthen the capacities of the United Nations system to respond to the special needs of internally displaced persons; and in-country assessments of specific internally displaced person situations and/or needs and raising awareness about internally displaced person issues in relevant forums (for use by Member States and agencies concerned with humanitarian relief assistance);

c. Demobilization and reintegration. Approximately 10 policy papers analysing the demobilization needs of ex-combatants, including their reintegration into their communities; and developing consolidated approaches to the issues and coordination arrangements within and beyond the system (for use by Member States and agencies concerned with humanitarian relief and assistance);

d. Sanctions. Approximately four papers and studies analysing the humanitarian impacts of multilateral economic sanctions on civilian populations and provision of position papers and information to relevant intergovernmental bodies;

e. Protection of humanitarian mandates. Approximately four periodic reviews of operational inter-agency guidelines and principles; and updating of the policy guidelines;

f. White Helmets. Ten papers on further development of the White Helmet initiative relating to the participation of volunteers in activities of the United Nations in the field of humanitarian assistance and its linkages to post-crisis recovery (for use by Member States and relevant agencies of the United Nations system);

g. Lessons learned. Approximately three evaluation studies of actual emergency operations annually; one major thematic study each year; and follow-up action on policy and related matters emerging from the studies;

h. Mine clearance and landmine-related issues. Coordination and monitoring of approximately 10 demining operations of the United Nations system, provision of technical support in the organization, initiation and implementation of mine-action programmes; mobilization of support of donor organizations of the United Nations system and specialized international and local non-governmental organizations; design and maintenance of appropriate standards and procedures for humanitarian mine-action activities; development and maintenance of a stand-by capacity of demining experts for quick response to requests for assistance in mine clearance; promotion and facilitation of the development of new technologies for mine assessment, survey and clearance activities; promotion and provision of policy guidelines for the formulation and implementation of mine-risk education programmes; assistance to Member States, upon request, in developing national capacities in mine clearance; and advocacy for a comprehensive ban on the production, export and use of landmines;

(ii) Recurrent publications. *Landmines Newsletter* (quarterly);

(iii) Non-recurrent publications. Approximately nine lessons learned and other studies; policy and operational guidelines for use in training modules; and standard teaching material for mine-risk education;

(iv) Technical materials. Databases on the Humanitarian Early Warning System; landmines; internally displaced persons; and library of mine-risk education material and issuances;

(c) *International cooperation and inter-agency coordination and liaison (RB/XB)*

(i) Participation in and contribution to meetings of non-governmental organizations and academic institutions on humanitarian assistance issues; and participation in seminars/workshops on humanitarian issues organized by non-governmental organizations and/or academic institutions;

(ii) Consultations and coordination with UNDP, the World Bank and other relevant agencies on issues of transition from relief to development;

(iii) Substantive contribution in ad hoc inter-agency meetings on system-wide policy issues relating to humanitarian assistance; and provision of inputs in meetings of the Consultative Committee on Programme and Operational Questions of the Administrative Committee on Coordination and the Inter-Agency Task Force on Internally Displaced Persons on relevant issues of humanitarian assistance.

Resource requirements (at current rates)

Posts

25.22 The estimated requirements of $988,600, reflecting negative resource growth of $71,900, relate to the continuation of one D-2, one P-5 and one P-4 and two General Service (Other level) posts. One General Service post would be abolished as a result of the streamlining of the support functions within the

Division. The negative resource growth reflects the effect of application of the new standardized vacancy rates, which is more than offset by the cost of the post to be abolished.

Consultants and experts

25.23 A provision of $120,300 is requested at maintenance level to cover specialized consultancy services not available in the Secretariat for in-depth research and preparation of material on specific issues relating to linkages between relief and development, including programme modalities for a smooth transition from relief to rehabilitation and long-term development; integration of prevention and curative interventions in the area of humanitarian assistance; practices and policies that will strengthen the capacities of the United Nations system to respond to the special needs of internally displaced persons; demobilization needs of ex-combatants, including their reintegration into their communities; and country-specific lessons learned and major thematic studies on humanitarian issues.

Travel

25.24 The travel requirements of $122,000 would provide for participation in inter-agency consultative meetings and substantive servicing of the Working Group of the Inter-Agency Standing Committee; evaluation missions of selected emergency situations; consultations with Governments and agencies concerning country demining programmes; missions for consultation with international development and financial institutions concerning linkages between relief and development; and collaboration with agencies and academic institutions on humanitarian issues.

Subprogramme 2
Complex emergencies

Table 25.10 **Summary by object of expenditure**
(Thousands of United States dollars)

(1) *Regular budget*

Object of expenditure	*1994-1995 expenditures*	*1996-1997 appropriations*	*Resource growth*		*Total before recosting*	*Recosting*	*1998-1999 estimates*
			Amount	*Percentage*			
Posts	—	2 895.7	1 859.8	64.2	4 755.5	224.6	4 980.1
Consultants and experts	—	20.0	—	—	20.0	(0.1)	19.9
Travel	—	352.9	—	—	352.9	15.8	368.7
Total	**—**	**3 268.6**	**1 859.8**	**56.8**	**5 128.4**	**240.3**	**5 368.7**

(2) *Extrabudgetary resources*

1994-1995 expenditures	*1996-1997 estimates*	*Source of funds*	*1998-1999 estimates*
		(a) Services in support of:	
—	—	(i) United Nations organizations	—
		(ii) Extrabudgetary activities	
		Special Account for Programme Support Costs of the Department	
—	1 069.6	of Humanitarian Affairs	1 627.6
		(b) Substantive activities	
1 214.0	925.7	African Emergency Trust Fund	650.1
4 781.6	5 223.6	Afghanistan Emergency Trust Fund	5 690.0
710.6	858.5	Kampuchean Emergency Trust Fund	861.0
		Emergency Trust Fund for Humanitarian	
4 675.4	5 099.8	Assistance for Iraq	—
		Trust Fund for the United Nations	
21 617.3	15 683.0	Guard Contingent in Iraq	15 683.0
3 384.9	2 293.2	Trust Fund for Disaster Relief Assistance	2 814.2
6 657.6	100.0	Trust Fund for Rwanda	—
		Trust Fund for Strengthening the Office of the Emergency Relief	
609.5	4 820.8	Coordinator	6 656.7
		(c) Operational projects	
31 259.5	34 792.2	Afghanistan Emergency Trust Fund	34 792.2
14 839.1	27 132.0	Trust Fund for Disaster Relief Assistance	25 450.0
89 749.5	**97 998.4**		**94 224.8**
89 749.5	**101 267.0**		**99 593.5**

Table 25.11 **Post requirements**[a]

Subprogramme 2. Complex emergencies

	Established posts		*Temporary posts*					
	Regular budget		*Regular budget*		*Extrabudgetary resources*		*Total*	
	1996-1997	*1998-1999*	*1996-1997*	*1998-1999*	*1996-1997*	*1998-1999*	*1996-1997*	*1998-1999*
Professional category and above								
D-2	1	1	—	—	1	1	2	2
D-1	1	2	—	—	3	2	4	4
P-5	3	7	—	—	11	7	14	14
P-4/3	5	5	—	—	28	21	33	26
P-2/1	2	2	—	—	10	8	12	10
Total	**12**	**17**	**—**	**—**	**53**	**39**	**65**	**56**
General Service category								
Other levels	6	5	—	—	38	25	44	30
Total	**6**	**5**	**—**	**—**	**38**	**25**	**44**	**30**
Other categories								
Security Service	—	—	—	—	3	3	3	3
Local level	—	—	—	—	53	46	53	46
Field Service	—	—	—	—	2	2	2	2
Total	**—**	**—**	**—**	**—**	**58**	**51**	**58**	**51**
Grand total	**18**	**22**	**—**	**—**	**149**[b]	**115**[c]	**167**	**137**

[a] In addition, seven gratis personnel on non-reimbursable loan have been contributed at the following levels for the biennium 1996-1997: one at the P-5 and six at the P-4/3 levels. It is anticipated that in the biennium 1998-1999 gratis personnel will be contributed as follows: one at the P-5 and four at the P-4/3 levels.

[b] Includes nine posts in support of extrabudgetary substantive structures (one P-2/1 and eight General Service (Other level)).

[c] Includes 11 posts in support of extrabudgetary substantive structures (1 P-2/1 and 10 General Service (Other level)).

25.25 The subprogramme will be implemented by the Complex Emergency Division in New York and the Inter-Agency Support Branch in Geneva.

25.26 The objective of the subprogramme is to ensure an appropriate, timely and effective response to ongoing and incipient complex emergencies. The objectives will be met by providing support to the mechanisms for humanitarian coordination, emergency response and inter-agency collaboration at Headquarters and in the field through the Emergency Relief Coordinator, the Inter-Agency Standing Committee and the United Nations humanitarian or resident coordinators in order to facilitate a coordinated and coherent approach to major complex emergencies affecting large numbers of people suffering from famine, displacement and human deprivation as a result of civil strife or other conflict-driven situations. This will include: (a) formulation of a humanitarian assistance strategy for each emergency; (b) consultations and liaison with relevant Governments, donors and humanitarian partners, including the United Nations agencies, non-governmental and international organizations and with relevant departments of the Secretariat; (c) provision of support to the United Nations resident or humanitarian coordinator for the performance of his/her humanitarian coordination responsibilities; (d) facilitation of allocation of responsibilities among the humanitarian organizations of the United Nations system; (e) establishment and support of field coordination structures as required; (f) implementation of the consolidated inter-agency appeals process to include joint assessments, programme formulation, review, publication and

dissemination of appeal documents; (g) use of early warning information to ensure preparedness measures are taken prior to the onset of a new emergency; and (h) preparation of contingency plans.

25.27 While it is difficult to predict what new humanitarian emergencies may arise in the future, the historical record and experience gained from previous situations are indicators of what may be expected and a useful tool for providing a timely and effective response. For example, in 1996, the Department dealt with humanitarian responses in 20 countries, of which 11 were in Africa: Angola, Central African Republic, Great Lakes region (Burundi, Rwanda, Uganda, United Republic of Tanzania and Zaire), Liberia, Sierra Leone, Somalia and the Sudan; 4 were in the former Soviet Union (Armenia, Azerbaijan, Georgia and Russian Federation); and 5 were in other parts of the world: Afghanistan, Bosnia and Herzegovina, Iraq, Lebanon and Democratic People's Republic of Korea. During 1998-1999, the Department will continue to carry out its responsibilities with respect to those complex emergencies which may continue into the next biennium. At the same time, the Department will closely monitor situations where it is possible that additional humanitarian requirements may arise.

25.28 During 1998-1999, the Department of Humanitarian Affairs will continue, subject to extension of the activities mandated by the Security Council in its resolution 986 (1995), its overall responsibility for the implementation of the programme related to meeting the humanitarian needs of the Iraqi population, including maintaining liaison with the Committee established by the Security Council in its resolution 661 (1990) of 6 August 1990 and reporting requirements.

25.29 In support of the work carried out by it in complex emergencies, the Department of Humanitarian Affairs will continue its coordination with the Departments of Political Affairs and Peacekeeping Operations in the context of the flow chart of actions known as the Framework for Coordination. The Geneva-based Inter-Agency Support Branch will continue to carry out activities to expand and improve support for humanitarian coordination and existing mechanisms for information exchange on complex emergency issues with the United Nations organizations and other humanitarian partners based in Europe and diplomatic missions in Geneva. It will also continue to enhance the timely production of consolidated inter-agency appeals and to monitor, report on and disseminate electronically information related to donor contributions for complex crises.

25.30 In full consultation with the agencies of the United Nations system, the Department will continue to develop a strategy and plan of operations for system-wide training in complex humanitarian emergencies. The plan will draw fully on existing training capacities, such as those of UNHCR, UNICEF, WFP and WHO. The Department will be responsible for the quality control and effective application of the initiative throughout the United Nations system. The complex emergencies training initiative is an integral part of the strategy and is expected to address several priority concerns, for example, the joint module on coordination in complex emergencies, tools for joint assessment, contingency planning, security and stress management training.

Activities

25.31 During the biennium the following activities will be undertaken:

(a) *Servicing of intergovernmental/expert bodies (RB/XB)*

(i) Substantive servicing of meetings. Two meetings of the General Assembly; approximately 20 informal meetings and consultations of Member States on specific complex emergency situations; and approximately 20 meetings/briefings of the Humanitarian Liaison Working Group;

(ii) Parliamentary documentation

a. General Assembly. Approximately 10 reports on specific complex emergency situations and issues;

b. Security Council. Approximately 120 background papers, statements and briefing notes to the Security Council; and approximately 30 inputs to reports of the Secretary-General to the Security Council on humanitarian issues;

c. Inter-Agency Standing Committee and Inter-Agency Task Force on Internally Displaced Persons. Approximately 60 background papers and thematic briefing notes;

d. Humanitarian Liaison Working Group. Approximately 20 reports and briefing notes on specific complex emergency situations;

(b) *Other substantive activities (RB/XB)*

(i) Approximately 30 needs-assessment missions for the purpose of consolidated inter-agency appeals;

(ii) Substantive contribution in approximately 12 regional meetings on the assessment of complex humanitarian situations;

(iii) Preparation and issuance of approximately 30 consolidated inter-agency appeals to the donor community on specific countries and/or regions affected by complex humanitarian emergencies;

(iv) Processing of approximately 600 individual donor requests for information and updates on consolidated appeals, the humanitarian situation in complex emergencies and the status of funding;

(v) Collection and processing of information in order to provide Governments, donors, United Nations agencies and other relevant entities with reports on the response to emergency situations;

(vi) Organization and management of four stand-by capacities to provide on-call and material support to field coordination activities;

(vii) Eight booklets, pamphlets, fact sheets, wall charts and information kits on issues of humanitarian assistance;

(viii) Technical material. Approximately 600 situation reports for distribution through electronic media; in the context of implementation of the complex emergencies training initiative: development of training materials (modules) covering topics common to the United Nations system, in particular as they apply to complex emergencies, such as coordination, contingency planning, joint assessment, media management, humanitarian law/human rights, peacekeeping and peacemaking; and development of case-studies and lessons learned from major disasters and complex emergencies such as those in Angola, Liberia, Rwanda and Somalia;

(c) *International cooperation and inter-agency coordination and liaison (RB/XB)*

(i) Regular consultations with relevant partners, in particular with Governments of affected countries, donors, international organizations and agencies of the United Nations system and other organizations and institutions on specific issues of humanitarian emergencies;

(ii) Approximately 100 meetings and briefings of intergovernmental organizations, non-governmental organizations and operational partners on humanitarian issues and programmes and contingency planning efforts;

(iii) Substantive contribution to approximately 10 meetings of the development partners on the issues of transition from relief to development;

(iv) Participation in approximately 30 seminars, symposia and other meetings organized by consortiums of non-governmental organizations on problems of complex humanitarian emergencies;

(v) Participation in sessions of the governing bodies of the relevant operational agencies of the United Nations system on issues relating to coordination of complex emergencies (as required);

(vi) Substantive contribution to and participation in approximately 20 inter-agency humanitarian assessment missions;

(vii) Substantive contribution to the activities of the Administrative Committee on Coordination and its subsidiary organs on thematic aspects of complex humanitarian emergencies, including those relating to the implementation of the complex emergencies training initiative;

(d) *Technical cooperation (XB).* Group training. A design workshop for review of the substantive issues and content of modules being developed and testing them; four inter-agency training-of-trainers workshops; two workshops for resident and humanitarian coordinators at the regional and interregional levels; and four field-level workshops in selected countries for personnel of the United Nations system, donor community, non-governmental organizations and local partners.

Resource requirements (at current rates)

Posts

25.32 The estimated requirements for this subprogramme of $4,755,500, including resource growth of $1,859,800, would provide for 17 posts in the Professional category and above and 5 General Service (Other level) posts, including 1 D-2, 2 D-1, 5 P-5, 3 P-4, 2 P-3, 1 P-2/1 and 4 General Service (Other level) posts in the Complex Emergency Division of the New York Office and 2 P-5, 1 P-2/1 and 1 General Service (Other level) post in the Inter-Agency Support Branch of the Geneva Office. This includes the redeployment of a D-1 post from the Office of the Coordinator to accommodate the position of the Deputy Director of the Complex Emergency Division in order to strengthen the operational capacity of the Division and the proposed creation of four new posts at the P-5 level under the regular budget. Three of these additional posts would be for the heads of the geographical units in the Complex Emergency Division, namely, Africa I, Africa II and the Europe/Latin America sections, and one post for the head of the Rapid Response Unit. Furthermore, one General Service (Other level) post is proposed for abolition following the reorganization of work of the Complex Emergency Division. The resource growth reflects the combined effect of the establishment of the four new P-5 posts, application of the new standardized vacancy rates, the redeployment of one D-1 post and the abolition of one General Service post.

Consultants and experts

25.33 The provision of $20,000 requested at maintenance level relates to consultancy services associated with the preparation of consolidated inter-agency appeals.

Travel

25.34 The estimated travel requirements of $352,900, also at maintenance level, would provide for missions to address and respond to humanitarian emergencies, conduct humanitarian assessments, prepare consolidated appeals, maintain liaison with humanitarian coordinators and other humanitarian actors in emergency situations; monitor programme implementation in affected countries; and consult with donor Governments in the context of mobilizing support for humanitarian emergencies.

Subprogramme 3
Natural disaster reduction

Table 25.12 **Summary by object of expenditure**
(Thousands of United States dollars)

(1) *Regular budget*

Object of expenditure	*1994-1995 expenditures*	*1996-1997 appropriations*	*Resource growth*		*Total before recosting*	*Recosting*	*1998-1999 estimates*
			Amount	*Percentage*			
Posts	—	1 665.7	643.6	38.6	2 309.3	(42.7)	2 266.6
Consultants and experts	—	20.0	—	—	20.0	(0.1)	19.9
Travel	—	160.0	(61.8)	(38.6)	98.2	(0.4)	97.8
Total	**—**	**1 845.7**	**581.8**	**31.5**	**2 427.5**	**(43.2)**	**2 384.3**

(2) *Extrabudgetary resources*

1994-1995 expenditures	*1996-1997 estimates*	*Source of funds*	*1998-1999 estimates*
		(a) Services in support of:	
—	—	(i) United Nations organizations	—
		(ii) Extrabudgetary activities	
407.2	901.9	Special Account for Programme Support Costs of the Department of Humanitarian Affairs	1 111.6
		(b) Substantive activities	
59.5	118.0	Sasakawa Disaster Prevention Award Endowment Fund	52.0
4 151.7	7 463.9	Trust Fund for the International Decade for Natural Disaster Reduction	10 948.6
—	540.0	Trust Fund for Strengthening the Office of the Emergency Relief Coordinator	546.0
		(c) Operational projects	
2 457.1	3 484.0	Trust Fund for Technical Cooperation Activities of the Department of Humanitarian Affairs	5 304.4
7 075.5	**12 507.8**	**Total**	**17 962.6**
7 075.5	**14 353.5**	**Total (1) and (2)**	**20 346.9**

Table 25.13 **Post requirements**[a]

Subprogramme 3. Natural disaster reduction

	Established posts		*Temporary posts*					
	Regular budget		*Regular budget*		*Extrabudgetary resources*		*Total*	
	1996-1997	*1998-1999*	*1996-1997*	*1998-1999*	*1996-1997*	*1998-1999*	*1996-1997*	*1998-1999*
Professional category and above								
D-2	—	—	—	—	1	1	1	1
D-1	—	1	—	—	1	—	1	1
P-5	2	2	—	—	4	4	6	6
P-4/3	3	3	—	—	7	10	10	13
P-2/1	1	1	—	—	3	2	4	3
Total	**6**	**7**	**—**	**—**	**16**	**17**	**22**	**24**
General Service category								
Other levels	2	2	—	—	15	16	17	18
Total	**2**	**2**	**—**	**—**	**15**	**16**	**17**	**18**
Grand total	**8**	**9**	**—**	**—**	**31**[b]	**33**[b]	**39**	**42**

[a] In addition, one gratis staff member has been contributed at the P-5 level for the biennium 1996-1997. It is anticipated that the loan will continue in the biennium 1998-1999.

[b] Includes one post at the P-5 level in support of extrabudgetary substantive structures.

24.35 The subprogramme is the responsibility of the Disaster Reduction Division of the Geneva Office.

25.36 The subprogramme aims at reducing the vulnerability of people and States affected by natural and technological disasters by means of capacity-building at national and local levels. In its strategy the subprogramme will pursue a two-pronged approach, namely, promotion and application. The latter is the prime responsibility of the Disaster Mitigation Branch, one of the three components of the Disaster Reduction Division, the other being the secretariat of the International Decade for Natural Disaster Reduction and the Disaster Management Training Programme.

25.37 The subprogramme provides the bridge between disaster management and development cooperation. To that end, the activities to be carried out will be in line with the disaster reduction concept laid down in the Yokohama Strategy for a Safer World: Guidelines for Natural Disaster Prevention, Preparedness and Mitigation, in particular its Plan of Action, adopted by the World Conference on Natural Disaster Reduction in 1994, and endorsed by the General Assembly in its resolution 49/22 A of 2 December 1994 in the context of the International Decade for Natural Disaster Reduction. The secretariat of the Decade will continue to promote and coordinate the implementation of the Yokohama Strategy and Plan of Action at all levels. The secretariat also serves the International Framework of Action of the Decade. In line with the provisions of General Assembly resolution 50/117 of 20 December 1995, a closing event for the Decade will be, before the end of 1999, an overall evaluation of its achievements and a disaster reduction strategy for the twenty-first century will also be mapped out.

25.38 During the biennium the subprogramme will focus on the consolidation of the results achieved by the Decade and their integration in the disaster reduction work of the Department of Humanitarian Affairs and other concerned United Nations organizations; integration of the disaster reduction concept into national development plans of the most disaster-prone countries; application of risk assessment methods as a basis for effective disaster reduction strategies; and community involvement in all phases of the disaster management process and provision of access to effective early warning systems at all levels as an integral part of disaster preparedness and prevention.

25.39 For its part, the Disaster Mitigation Branch will continue to provide expert advice to Governments at their request and implement technical cooperation projects, at the country and subregional levels, in the areas of natural disaster reduction.

25.40 The Disaster Management Training Programme will continue to serve as an important educational tool and is expected to contribute significantly to the integration of disaster reduction into the national development planning process. Developing human resources for humanitarian crisis prevention and intervention through training is one of the most effective instruments at the Department's disposal to bring about improved performance in preparing for and responding to humanitarian crises. The training in question should serve the interests of both the countries and communities at large that must plan for and cope with humanitarian crises. Such a training approach requires different components that provide it with the capability to meet the needs of all partners in the emergency system and to be responsive to the specific requirements of each emergency. Through the enlightened and effective use of training, the Department will provide and/or facilitate capacity-building for all partners in the different phases of emergency management; team building in the field and at Headquarters; the generation and dissemination of new concepts and approaches, the distilling of lessons learned from operation to operation; the strengthening and managerial development of participant organizations; and improved coordination between all parties in preparation for and during the emergency. The activities will also include worldwide institution-building, networking between institutions and individuals, production and dissemination of training materials, research, training-of-trainers and workshops, including follow-up projects to the workshops.

Activities

25.41 During the biennium the following activities will be undertaken:

(a) *Servicing of intergovernmental/expert bodies (RB/XB)*

(i) Substantive servicing of meetings. Two meetings of the General Assembly; two meetings of the Scientific and Technical Committee of the International Decade for National Disaster Reduction;

(ii) Parliamentary documentation. General Assembly. Report on overall evaluation of the Decade's achievements (on the basis of the findings of the closing event for the Decade);

(iii) Other services provided. Assistance to the Scientific and Technical Committee in preparation of its annual reports;

(b) *Other substantive activities (RB/XB)*

(i) Programme of activities in preparation and holding of the closing event of the Decade;

(ii) Recurrent publications. *Stop Disasters* (quarterly); and *IDNDR Informs* (regional publication for Central and Latin America) (five issues);

(iii) Non-recurrent publications. Five issues of the Disaster Management Training Programme manuals for disaster managers; two publications on field experiences and lessons learned from specific disaster situations; two issues of the special publication for the International Day for Natural Disaster Reduction; and three publications on the preparation of the closing event;

(iv) Technical material. Approximately eight Disaster Management Training Programme training guides/modules, including an update of the existing material on risk reduction, conflict transformation and other issues of the disaster reduction;

(c) *International cooperation and inter-agency coordination and liaison (RB/XB)*

(i) Substantive contribution in activities of the Inter-Agency Steering Committee of the Decade on issues concerning the implementation of the International Framework of Action of the Decade;

(ii) Coordination with UNDP, UNICEF, WFP, WHO and other organizations of the United Nations system on issues of practical application of disaster preparedness and mitigation at the country and community levels;

(d) *Technical cooperation (XB)*

(i) Advisory services. Twenty missions at the request of Governments and international organizations on the design phase of disaster reduction activities, national disaster management plans, provision of expert services and organization of training events and evaluation;

(ii) Group training. Approximately 8 subregional, 4 regional and 20 country seminars and workshops on issues of development and management of the emergency capacity-building in the disaster-prone countries (approximately 600 governmental officials from developing countries will be trained); 10 Disaster Management Training Programme standard country workshops; and 10 workshops for countries in special development circumstances;

(iii) Fellowships. Approximately 40 fellowships for selected individuals from various countries to receive training at specialized institutions;

(iv) Field projects. Approximately 15 country projects on the building and strengthening of institutional capacities for disaster management and mitigation at country and regional levels in Africa, Asia and Latin America.

Resource requirements (at current rates)

Posts

25.42 The estimated requirements totalling $2,309,300, including resource growth of $643,600, would provide for seven posts in the Professional category and above (one D-1, two P-5, two P-4, one P-3 and one P-2/1) and two General Service (Other level) posts, including one D-1 post redeployed from the Office of the Director of the Geneva Office to accommodate the position of the Chief of the Disaster Mitigation Branch. The resource growth of $643,600 represents the combined effect of the inward redeployment of the D-1 post and the application of the new standardized vacancy rates.

Consultants and experts

25.43 A provision of $20,000 at maintenance level is requested for specialized consultancy services not available in the Secretariat to develop case studies and lessons learned from the experience of major disasters and emergencies such as those in Angola, Liberia, Rwanda and Somalia for use in the Disaster Management Training Programme.

Travel

25.44 The estimated requirements of $98,200, involving negative growth of $61,800, relate to travel on missions and consultations with Governments to plan and monitor project implementation, including identification of local expertise, and analysis of existing disaster reduction structures and to ensure a system-wide approach to the mobilization and application of disaster reduction resources for the purpose of strengthening national capacities. The requirements will also cover the costs of travel to Headquarters to consult with the New York Office and with UNDP and UNICEF on training programmes and to participate in the workshops on emergency management and practices to be organized at Headquarters for resident and humanitarian coordinators.

Subprogramme 4
Disaster relief

Table 25.14 Summary by object of expenditure

(Thousands of United States dollars)

(1) *Regular budget*

Object of expenditure	*1994-1995 expenditures*	*1996-1997 appropriations*	*Resource growth*		*Total before recosting*	*Recosting*	*1998-1999 estimates*
			Amount	*Percentage*			
Posts	—	1 427.6	624.6	43.7	2 052.2	(38.6)	2 013.6
Consultants and experts	—	45.0	—	—	45.0	(0.1)	44.9
Travel	—	158.3	—	—	158.3	(1.0)	157.3
Grants and contributions	—	1 200.0	—	—	1 200.0	—	1 200.0
Total	**—**	**2 830.9**	**624.6**	**22.0**	**3 455.5**	**(39.7)**	**3 415.8**

(2) *Extrabudgetary resources*

1994-1995 expenditures	*1996-1997 estimates*	*Source of funds*	*1998-1999 estimates*
		(a) Services in support of:	
—	—	(i) United Nations organizations	—
		(ii) Extrabudgetary activities	
		Special Account for Programme Support Costs of the Department	
—	1 100.0	of Humanitarian Affairs	1 210.0
		(b) Substantive activities	
—	165.0	Trust Fund for Chernobyl	734.0
		Trust Fund for Disaster Relief	
590.3	794.3	Assistance	584.2
		Trust Fund for Strengthening the Office of the Emergency Relief	
—	630.0	Coordinator	651.0
		(c) Operational projects	
		Trust Fund for Technical Cooperation Activities of the Department of	
1 923.9	3 741.0	Humanitarian Affairs	4 699.8
		Trust Fund for Disaster Relief	
41 781.1	28 540.0	Assistance	40 350.8
44 295.3	**34 970.3**	**Total**	**48 229.8**
44 295.3	**37 801.2**	**Total (1) and (2)**	**51 645.6**

Table 25.15 **Post requirements**[a]

Subprogramme 4. Disaster relief

	Established posts		*Temporary posts*					
	Regular budget		*Regular budget*		*Extrabudgetary resources*		*Total*	
	1996-1997	*1998-1999*	*1996-1997*	*1998-1999*	*1996-1997*	*1998-1999*	*1996-1997*	*1998-1999*
Professional category and above								
D-1	1	1	—	—	—	—	1	1
P-5	1	1	—	—	6	6	7	7
P-4/3	2	3	—	—	9	10	11	13
P-2/1	2	2	—	—	1	—	3	2
Total	**6**	**7**	**—**	**—**	**16**	**16**	**22**	**23**
General Service category								
Principal level	1	1	—	—	—	—	1	1
Other levels	—	—	—	—	18	19	18	19
Total	**1**	**1**	**—**	**—**	**18**	**19**	**19**	**20**
Grand total	**7**	**8**	**—**	**—**	**34**[b]	**35**[b]	**41**	**43**

[a] In addition, one staff member on non-reimbursable loan has been contributed at the P-3 level for the biennium 1996-1997. It is anticipated that the loan will continue in the biennium 1998-1999.

[b] Includes two posts at the P-3 level in support of extrabudgetary substantive structures.

25.45 The subprogramme will be implemented by the Relief Coordination Branch of the Geneva Office.

25.46 The activities of this subprogramme will aim at mobilizing and coordinating international emergency relief to countries struck by natural or technological disasters and at developing ways to strengthen the international response capacity. The activities will also aim at (a) providing the United Nations, the international relief community and potential recipient countries with an operational tool giving access to the exact, reliable and up-to-date data on the existing disaster management capacities that can be called upon at short notice in case of emergency; and (b) creating conditions for the United Nations system and the international community as a whole by facilitating their access to the required emergency humanitarian aid and its expeditious delivery to the disaster-affected population. Following an arrangement between UNEP and the Department of Humanitarian Affairs, assistance will also be provided to countries affected by environmental emergencies, including industrial accidents.

25.47 To ensure the most efficient response, humanitarian relief coordination among United Nations agencies, donor Governments and non-governmental organizations will be further strengthened. This will include further development and strengthening of activities of the United Nations disaster assessment and coordination teams, the military and civil defence assets capacities and the Emergency Operations Centre, and finalization of the central register of disaster-management capacities. Consolidated information related to disasters will be analysed and disseminated to the international community. Capacities for field missions will be further expanded. In order to respond to immediate emergency needs of the victims of disasters, cash and in-kind contributions will be mobilized and expertise will be arranged swiftly. Efforts to accelerate the transition from the emergency phase to rehabilitation will be intensified.

25.48 During the biennium, the focus will be on developing innovative approaches towards improving emergency response. This should be achieved, *inter alia*, through contingency and stand-by mechanisms and arrangements with relevant partners to draw upon capacities existing within and outside the United Nations; and the promotion of special emergency guidelines and procedures and the review of disaster response experience taking into account the lessons learned from the emergencies and disasters that occurred in the past. This will include a further operationalization of various schemes, such as the

International Search and Rescue Advisory Group, and constant contact with other partners on preparedness for and response to emergencies.

25.49 In the field of environmental emergencies, the objective will be to improve mobilization and coordination of the international response, by developing and implementing practical brokerage functions and establishing an efficient information clearing house. Other assistance tools will include the provision of independent and quick initial and post-emergency assessment and utilizing resources of donating countries and partners. Major beneficiaries will be Governments of developing countries and countries with economies in transition, competent national organizations, industrial associations and relevant United Nations agencies and international organizations.

25.50 Field coordination support in disaster relief will be further strengthened with a view to enhancing the capacity for management of resources in support of the Department's field representatives and humanitarian coordinators (and, where applicable, field coordination units). This will include: (a) the development of emergency assessment and field coordination methodology and guidelines; (b) the identification, mobilization and deployment of the required resources, including human, technical and logistical resources; and (c) training and other human resource development activities for field coordination purposes.

25.51 The Department of Humanitarian Affairs will continue to maintain its responsibility for the Relief Logistics Centre at Pisa, Italy, which is funded entirely from extrabudgetary resources, ensuring the capacity to meet the full spectrum of emergency needs in coordination with organizations of the United Nations system.

Activities

25.52 During the biennium the following activities will be undertaken:

(a) *Servicing of intergovernmental/expert bodies (RB/XB)*

(i) Substantive servicing of meetings. Two meetings of the General Assembly and one meeting of the Economic and Social Council; two pledging donor meetings; two meetings of the ministerial Quadripartite Commission for Coordination on Chernobyl; and approximately 10 informal consultations and briefings of donor Governments on the disaster relief activities and situation with humanitarian stocks and supplies;

(ii) Parliamentary documentation

a. General Assembly. Report of the Secretary-General on the strengthening of international cooperation and coordination of efforts to study, mitigate and minimize the consequences of the Chernobyl disaster;

b. Economic and Social Council. Oral report on strengthening international cooperation and coordination of efforts to study, mitigate and minimize the consequences of the Chernobyl disaster;

c. Quadripartite Commission for Coordination on Chernobyl. Approximately 14 reports and conference room papers;

d. Meetings/informal consultations of donor countries. Approximately 20 briefing notes;

(iii) Other services provided. Substantive contribution in and servicing of the fourth and fifth sessions of the UNEP/Department of Humanitarian Affairs Advisory Group on Environmental Emergencies; and of three meetings of the Working Group on Emergency Telecommunications, consisting of all major partners in humanitarian assistance, as mandated by the Inter-agency Standing Committee;

(b) *Other substantive activities (RB/XB)*

(i) Promotional activities related to the Convention on the Provision of Telecommunication Resources for Disaster Mitigation and Relief Operations (in cooperation with ITU);

(ii) Negotiations on and conclusion, in collaboration with the Customs Cooperation Council, of approximately 50 bilateral agreements between the United Nations and Member States on the custom facilitation of movement of humanitarian relief teams and supplies; and negotiations with national military and civil defence authorities of selected countries on approximately 6 agreements on the arrangements for their involvement in humanitarian relief assistance and conclusion of relating memorandums of understanding;

(iii) Establishment of approximately four stand-by arrangements with selected Governments and humanitarian agencies for access to field coordination support resources, including human, technical and logistics resources;

(iv) Approximately 30 humanitarian assessment and relief missions to disaster and emergency sites to facilitate the needs assessment and on-site coordination of the international relief activities;

(v) Preparation and issuance of approximately 50 appeals for international assistance on natural disasters and environmental emergencies;

(vi) Issuance of approximately 400 situation reports on natural disasters and environmental emergencies through the electronic media;

(vii) Processing of approximately 30 emergency grants to disaster-affected countries;

(viii) Substantive support to United Nations disaster assessment and coordination teams for their participation in four national military rescue exercises and at least in one major international exercise, with a view to developing stand-by capacities;

(ix) Administration and processing of humanitarian stocks in the Relief Logistics Centre at Pisa, periodic assessment and replenishment of stocks; and 60-80 relief supply shipments to disaster and emergency sites;

(x) Leaflets, fact sheets, radio broadcasts, video material, lectures and press releases on humanitarian emergency relief activities by the Department and other humanitarian agencies of the United Nations system;

(xi) Preparation and updating of approximately eight manuals and guidelines on field coordination of humanitarian relief assistance and on use of military and civil defence assets;

(xii) Technical material. Monthly statistical issuances on natural disasters, annual statistical summary of relief activities; studies/material on emergency stock and airlifts of relief shipments; databases on access by the United Nations system to the emergency humanitarian aid; maintenance and upgrading of the central register of disaster management capacities, including directories on the international search and rescue teams, contact persons, emergency stockpiles, national focal points for customs facilitation and the register of military, civil defence and civil protection assets; roster of disaster management exercises; network of focal points on environmental emergencies; and roster of environmental stand-by experts; annual electronic report on operations of the Relief Logistics Centre at Pisa; and quarterly electronic reports on emergency relief procedures and disaster relief activities. The above information will be made available on the Internet;

(c) *International cooperation and inter-agency coordination and liaison (RB/XB).* (i) Substantive contribution in activities of the Inter-Agency Task Force on Chernobyl and the Inter-Agency Task Force on Internally Displaced Persons; and (ii) participation in the activities of WHO, WFP, UNHCR and other agencies of the United Nations system on issues of mutual concern regarding the humanitarian relief activities;

(d) *Technical cooperation (XB).* Group training. Substantive training on responding to disaster situations provided to government officials, officials of national military and civil defence agencies and officials of international organizations and other agencies and institutions concerned with humanitarian relief assistance, as follows: two emergency assessment and field coordination training courses (60 trainees); four emergency mission leaders training courses (70 trainees); two regional United Nations disaster assessment and coordination training courses for disaster-prone developing countries (60

trainees); six annual international and regional United Nations disaster assessment and coordination refresher training courses (180 trainees); four annual training courses for military and civil defence officials in Europe (240 trainees); and eight annual regional seminars in Africa, Asia and the Pacific and Central and South America for national military and civil defence officials of selected countries of those regions (240 trainees).

Resource requirements (at current rates)

Posts

25.53 The estimated requirements of $2,052,200, reflecting growth of $624,600, would provide for the continuation of seven posts in the Professional category and above (one D-1, one P-5, two P-4, one P-3 and two P-2/1) and one General Service (Principal level) post, including one P-4 post to be redeployed to the subprogramme from the Administrative Unit (Geneva Office). This would accommodate the position of Relief Coordination Officer in order to strengthen the capacity of the Branch to coordinate disaster relief provided by agencies of the United Nations system, donors and other partners. The resource growth represents the combined effect of the redeployment of the P-4 post and the application of the new standardized vacancy rates.

Consultants and experts

25.54 A provision of $45,000 at maintenance level is required for specialized technical expertise not available in the Secretariat. This includes, *inter alia*, providing technical know-how in disaster management, formulating relief assistance projects that take into account specific local conditions and conducting independent post-disaster assessment and coordination activities.

Travel

25.55 The estimated requirement of $158,300 at maintenance level relates to travel of staff to disaster and emergency areas for needs assessment and effective mobilization of international assistance. Travel is also required for participation in activities of other organizations dealing with humanitarian relief assistance.

Grants and contributions

25.56 The requirements of $1.2 million would provide for grants, which, in accordance with General Assembly resolution 38/202 of 20 December 1983, would enable the Department to respond to requests for emergency disaster assistance, with a ceiling of $50,000 per country in the case of any one disaster.

Subprogramme 5
Humanitarian emergency information

Table 25.16 **Summary by object of expenditure**
(Thousands of United States dollars)

(1) *Regular budget*

Object of expenditure	*1994-1995 expenditures*	*1996-1997 appropriations*	*Resource growth*		*Total before recosting*	*Recosting*	*1998-1999 estimates*
			Amount	*Percentage*			
Posts	—	2 263.9	330.6	14.6	2 594.5	(17.3)	2 577.2
Consultants and experts	—	37.9	—	—	37.9	(0.2)	37.7
Travel	—	94.0	(46.4)	(49.3)	47.6	0.7	48.3
Total	**—**	**2 395.8**	**284.2**	**11.8**	**2 680.0**	**(16.8)**	**2 663.2**

(2) *Extrabudgetary resources*

1994-1995 expenditures	1996-1997 estimates	Source of funds	1998-1999 estimates
		(a) Services in support of:	
—	—	(i) United Nations organizations	—
		(ii) Extrabudgetary activities	
		Special Account for Programme Support Costs of the Department	
—	1 498.2	of Humanitarian Affairs	1 106.4
		(b) Substantive activities	
		Trust Fund for Strengthening the Office of the Emergency Relief	
—	1 380.0	Coordinator	1 314.4
		(c) Operational projects	
		Trust Fund for Technical Cooperation Activities of the Department of	
525.7	1 984.0	Humanitarian Affairs	2 436.6
525.7	**4 862.2**	**Total**	**4 857.4**
525.7	**7 258.0**	**Total (1) and (2)**	**7 520.6**

Table 25.17 **Post requirements**

Subprogramme 5. Humanitarian emergency information

	Established posts		Temporary posts					
	Regular budget		Regular budget		Extrabudgetary resources		Total	
	1996-1997	1998-1999	1996-1997	1998-1999	1996-1997	1998-1999	1996-1997	1998-1999
Professional category and above								
D-1	1	1	—	—	—	—	1	1
P-5	1	1	—	—	3	2	4	3
P-4/3	4	5	—	—	2	4	6	9
P-2/1	—	—	—	—	3	2	3	2
Total	**6**	**7**	**—**	**—**	**8**	**8**	**14**	**15**
General Service category								
Principal level	1	1	—	—	—	—	1	1
Other levels	4	3	—	—	20	16	24	19
Total	**5**	**4**	**—**	**—**	**20**	**16**	**25**	**20**
Grand total	**11**	**11**	**—**	**—**	**28***	**24***	**39**	**35**

* Includes 12 General Service (Other level) posts in support of extrabudgetary substantive structures.

25.57 The subprogramme will be implemented by the Advocacy and External Relations Unit of the New York Office and by the Information Management and External Relations Branch of the Geneva Office.

25.58 The overall objective of the subprogramme is to provide timely and reliable information on humanitarian issues both to the Emergency Relief Coordinator and to all actors of the international humanitarian community and the public at large in order to respond effectively to complex humanitarian emergencies and natural disasters, support the development of responsive policies regarding these emergencies and their mitigation and pursue advocacy in favour of important humanitarian causes.

25.59 Building on activities carried out in 1996-1997, the subprogramme will have three major objectives. The first is to continue to enhance its emergency information network system both for preventive action and for timely, consistent and proactive humanitarian coordination and response. The second is to formulate and implement information and communications strategies in order to promote support for humanitarian action and to advocate specific humanitarian causes. The third objective will be to ensure that, within the Department, emergency information is issued in an optimal, cost-effective manner though the appropriate use of modern information technology, including the development of office automation tools and telecommunications systems and taking into account needs and capacities of recipient countries.

25.60 The New York Office will be responsible for formulating and managing the information and advocacy strategies of the Department. The Geneva Office will be responsible for formulating and operationalizing the information and communications management systems of the Department and for aspects of the information and advocacy strategies that relate directly to its geographical area. In addition, the New York and Geneva Offices will be responsible for external relations activities related to the work of the Department at their respective headquarters, including acting as focal point for relations with non-governmental organizations and organizing monthly meetings with both the non-governmental organization community and humanitarian agencies of the United Nations system.

Activities

25.61 During the biennium the following activities will be undertaken:

Other substantive activities (RB/XB)

(i) Development of a humanitarian emergency information network. The Department's information dissemination platforms, including on the Internet, will continue to be adapted to the rapid evolution in technology and the changing requirements of all elements of the international humanitarian community. The specific communications capacity of different partners will be taken into account to ensure the usefulness and effectiveness of the Department's electronic programmes. To provide appropriate access to targeted humanitarian information, including geo-referencing facilities and specialized databases, ReliefWeb and DHA-on-Line, will be developed further. New agreements with partner agencies, Governments and non-governmental organizations will be pursued in order to achieve a standardized approach in humanitarian information exchange. The dedicated emergency situation report system of the Department on emergencies and disasters will be reviewed and simplified in order to maximize its efficiency and cost-effectiveness. Four regional projects (in Europe, Latin America and Africa) on regional collection and analyses of information for distribution at regional level and dissemination through ReliefWeb and DHA-on-Line will be implemented;

(ii) Development of an early warning system. Work will be carried out to enhance further the Department's electronic access to information sources in an effort to strengthen its capacity to fulfil its early warning function. An information system will be developed with a view to utilizing early warning programmes of other organizations of the United Nations system;

(iii) Development of emergency information systems. The Department will ensure that it is equipped with the most appropriate and cost-effective telecommunications technologies allowing instant communications between its New York and Geneva locations and between those centres and the most remote field locations in order to support the decision-making function of the Department. In this regard, the Department will focus on expanding its operational links with the Department of Peacekeeping Operations with a view to achieving economies of scale in the establishment and operation of telecommunications and to avoiding duplication of infrastructure. The Department will also cooperate with other United Nations entities such as WFP and UNHCR that have similar needs and requirements. The Department will develop preassembled LANs that can easily be deployed to field locations for use in support of the Department's coordinating function in emergency situations. The sharing of files and databases between Headquarters and field locations will be pursued. Training of selected staff in the use of field communications facilities will be undertaken. Work will also begin on an electronic management and modern file classification system to permit instant retrieval of key humanitarian information. Work will continue on the development of standard

information collection and processing procedures. The Department will develop the capacity for electronic publishing of humanitarian information on the Internet in all the official United Nations languages;

(iv) Recurrent publications. *Humanitarian News Bulletin*: (bi-weekly, total 48 issues); *DHA News* (8 issues); and *Annual Report on DHA activities*;

(v) Non-recurrent publications. The Department of Humanitarian Affairs at a glance; the challenge of coordination in humanitarian assistance; the role of the Department of Humanitarian Affairs in disaster reduction; a field coordination handbook; and two manuals in the series on lessons learned in recent complex emergencies;

(vi) Seminars organized for outside users. Two academic expert symposiums; two ReliefWeb conference meetings; and approximately five electronic forum meetings (each a conference or symposium with 100 participants);

(vii) Booklets, pamphlets and information kits. Information manuals on humanitarian assistance issues for the field and for government officials; brochures and pamphlets on the response capacity of the United Nations system; brochures on individual consolidated appeals; press releases in English and French covering the activities of the Department; video material (to be produced in cooperation with United Nations TV); TV footage and photo material for use by other humanitarian organizations, non-governmental organizations and other interested users; and multilingual ReliefWeb information kits.

Resource requirements (at current rates)

Posts

25.62 The estimated requirements of $2,594,500, including growth of $330,600, would provide for seven posts in the Professional category and above (two P-3 posts in the Advocacy and External Relations Unit in New York and one D-1, one P-5, two P-4 and one P-3 posts in the Information Management and External Relations Branch in Geneva) and for four General Service posts (one in New York and three, including one at Principal level, in Geneva). These requirements reflect the following:

(a) The redeployment of one P-4 post for the Information Officer in the Information Management and External Relations Branch in the Geneva Office from programme support (New York Office) to strengthen the capacity of the Branch in delivering information of a humanitarian nature. The incumbent will be responsible for the design and operation of the Department of Humanitarian Affairs information programmes on the Internet and for managing the Department's situation reporting system;

(b) The abolition of one General Service (Other level) post in the Information Management and External Relations Branch following the reorganization of the Branch;

(c) Resource growth of $330,600, which represents the combined effect of the redeployment of the P-4 post, the abolition of the General Service post and the application of the new standardized vacancy rates.

Consultants and experts

25.63 The requirements of $37,900 would cover the cost of specialized services related to the technical development of ReliefWeb, the automation and management of documents and mapping that are directed towards the ReliefWeb site, planning of major changes in the infrastructure and the review and reorganization, as necessary, of the current information systems structures of the Department in Geneva.

Travel

25.64 The requirements of $47,600, reflecting negative growth of $46,400, relate to the participation of the staff in activities of other organizations dealing with humanitarian assistance in the context of advocacy for the activities and strategies of the Department and to travel of staff from Geneva to attend the Publications Board meetings in New York.

C. Programme support

Table 25.18 Summary by object of expenditure
(Thousands of United States dollars)

(1) *Regular budget*

Object of expenditure	*1994-1995 expenditures*	*1996-1997 appropriations*	*Resource growth*		*Total before recosting*	*Recosting*	*1998-1999 estimates*
			Amount	*Percentage*			
Posts	1 117.2	2 166.0	(598.5)	(27.6)	1 567.5	19.0	1 586.5
Other staff costs	469.6	625.0	(155.0)	(24.8)	470.0	10.6	480.6
Travel	—	2.7	—	—	2.7	0.2	2.9
Contractual services	133.3	447.9	(200.0)	(44.6)	247.9	3.6	251.5
General operating expenses	646.5	748.2	—	—	748.2	16.0	764.2
Hospitality	—	11.3	(0.2)	(1.7)	11.1	0.1	11.2
Supplies and materials	70.3	92.8	—	—	92.8	2.8	95.6
Furniture and equipment	420.8	313.4	(63.6)	(20.2)	249.8	2.2	252.0
Grants and contributions	—	—	1 066.4	—	1 066.4	(5.9)	1 060.5
Total	**2 857.7**	**4 407.3**	**49.1**	**1.1**	**4 456.4**	**48.6**	**4 505.0**

(2) *Extrabudgetary resources*

1994-1995 expenditures	*1996-1997 estimates*	*Source of funds*	*1998-1999 estimates*
		(a) Services in support of:	
—	—	(i) United Nations organizations	—
		(ii) Extrabudgetary activities	
3 715.3	3 855.8	Special Account for Programme Support Costs of the Department of Humanitarian Affairs	5 245.3
		(b) Substantive activities	
2 577.1	1 008.9	Trust Fund for Strengthening the Office of the Emergency Relief Coordinator	683.2
—	—	(c) Operational projects	—
6 292.4	**4 864.7**	**Total**	**5 928.5**
9 150.1	**9 272.0**	**Total (1) and (2)**	**10 433.5**

Table 25.19 **Post requirements**

Organizational unit: Executive Office

	Established posts		*Temporary posts*					
	Regular budget		*Regular budget*		*Extrabudgetary resources*		*Total*	
	1996-1997	*1998-1999*	*1996-1997*	*1998-1999*	*1996-1997*	*1998-1999*	*1996-1997*	*1998-1999*
Professional category and above								
P-5	1	1	—	—	1	1	2	2
P-4/3	3	1	—	—	7	6	10	7
P-2/1	1	1	—	—	3	2	4	3
Total	**5**	**3**	**—**	**—**	**11**	**9**	**16**	**12**
General Service category								
Principal level	1	1	—	—	—	—	1	1
Other levels	6	5	—	—	8	8	14	13
Total	**7**	**6**	**—**	**—**	**8**	**8**	**15**	**14**
Grand total	**12**	**9**	**—**	**—**	**19[a]**	**17[a]**	**31**	**26**

[a] Includes 15 posts in support of extrabudgetary administrative structures (1 P-5, 5 P-4/3, 1 P-2/1 and 8 General Service (Other level)).

25.65 The Executive Office, comprising the administrative services of the New York and Geneva Offices, assists the Under-Secretary-General and Emergency Relief Coordinator in the discharge of his financial, personnel and general administrative responsibilities and provides administrative and programme support for the substantive and operational activities of the Department, including demining programmes, technical cooperation projects and complex emergency and relief operations in the field.

25.66 In addition to the support provided in the administration of financial and human resources, the Executive Office assists the Coordinator in the administration of the Central Emergency Revolving Fund, ensuring compliance with established rules and procedures governing the use of the Fund, monitoring advances and replenishment and ensuring financial reporting from organizations utilizing the Fund. Moreover, the Executive Office has assumed responsibility for the administration of the humanitarian component of the United Nations humanitarian programme in Iraq under the terms of Security Council resolution 986 (1995). Finally, in the context of the reorganization of the Department effective 1998, the Executive Office will assume responsibility for the registry function previously included under subprogramme 5.

Resource requirements (at current rates)

Posts

25.67 The estimated requirements of $1,567,500, reflecting negative growth of $598,500, would provide for three Professional posts (one P-5 in New York and one P-3 and one P-2/1 in Geneva) and for six General Service posts (three posts, including one at the Principal level, in New York and three posts in Geneva). The proposal results from the reorganization of the Department and comprises changes as follows:

(a) Redeployment of a P-4 post from the Geneva Administrative Unit to the Relief Coordination Branch of the Geneva Office to strengthen the activities under subprogramme 4;

(b) Redeployment of a P-4 post from the New York Executive Office to the Information Management and External Relations Branch in the Geneva Office to strengthen the activities under subprogramme 5;

(c) Abolition of one General Service (Other level) post in the Geneva Administrative Unit following reorganization of the Unit;

(d) Application of the new standardized vacancy rates.

Other staff costs

25.68 The estimated requirements of $470,000 for the Department as a whole reflect a decrease of $155,000 on the basis of past expenditure patterns and would include $342,600 for general temporary assistance and $127,400 for overtime. General temporary assistance is required to supplement existing staff resources during periods of peak workload due to occurrence of emergency situations and to replace staff on extended sick leave or maternity leave. The overtime requirements result from the pattern of essential activities related to the nature and scope of the Department's emergency humanitarian programme of work.

Travel

25.69 The requirement of $2,700 would meet the cost of the anticipated travel of the Executive Officer to the Geneva Office to consult on administrative, personnel and financial issues stemming from the programme of work of the Department.

Contractual services

25.70 The requirements are estimated at $247,900 for the Department as a whole, reflecting a decrease of $200,000 taking into account past expenditure patterns. The requirements represent an aggregation of the following costs: $43,000 for external translation and editing of situation reports required at short notice and on an urgent basis in the field; $132,600 for contractual production of consolidated appeals, publications, brochures and posters; $39,900 for data-processing services related to subscriptions to worldwide database systems and news services, which are essential tools for monitoring emerging trends and for access to timely information on developments in the humanitarian field; and $32,400 for an archival production of CD-ROMs and microfiches.

General operating expenses

25.71 The estimated requirements of $748,200 at maintenance level for the Department as a whole relate to the following: $68,000 for temporary rental of premises in an affected country at the initial stage of an emergency in order to coordinate and support humanitarian operations; $121,600 for rental and maintenance of data-processing equipment and photocopy machines, cable television facilities, radio and satellite equipment, including the Department's share of the maintenance and support of the LAN technical infrastructure (including central servers) necessary for the support of central management services such as e-mail and UNIX for IMIS; $380,400 for communications, which would provide for emergency-related communications between Headquarters and operations in the field and for regular transmission of approximately 400 situation reports to more than 350 addressees; $77,100 for maintenance of automated office equipment; and $101,100 for miscellaneous services, which would cover costs of air freight for urgent documentation, such as situation reports, flash appeals and consolidated inter-agency appeals, to operational agencies outside New York and Geneva, humanitarian operations in the field, donor Governments, Governments of affected countries, non-governmental organizations and other humanitarian partners, as well as providing for emergency needs in the field during the initial stages of a crisis.

Hospitality

25.72 The provision of $11,100 for the Department as a whole is for official functions in connection with major pledging conferences, meetings of the Inter-agency Standing Committee, meetings with heads of non-governmental organizations and operational agencies involved in humanitarian assistance.

Supplies and materials

25.73 The provision of $92,800 at maintenance level relates to the Department's aggregate requirements for office supplies, paper and other materials for reproduction purposes and for subscriptions to humanitarian-related publications for information on emerging trends and potential areas of crisis.

Furniture and equipment

25.74 The requirements for the Department as a whole are estimated at $249,800 and include a decrease of $63,600. They include $113,700 for replacement of office automated equipment at the Geneva Office, $111,500 for upgrading the existing computers and acquisition of a new desktop publishing system, and $24,600 for the acquisition of additional filing cabinets and bookshelves to accommodate the expansion of essential documentation in the registry and the library.

Grants and contributions

25.75 The estimated requirements of $1,066,400 would provide for the Department's share of the payment to the International Computing Centre for the operation and maintenance of the mainframe computer, resources that were formerly budgeted under section 29, Joint financed administrative activities and special expenses.